CHANGE CONTROL AGENDA

FOR

01/04/2002

NO.	ITEM	START DATE	ACTIVITY / STATUS	IMPACT	U	DATE ENDED
01	PeopleSoft HR . . . . k a	Ongoing .... Each Friday PR Check Issue day	Update HRSBOX, HRQA, and HRTEST databases throughout the day.	These databases will be unavailable during the updates.		N/A
02	PeopleSoft HR . . . . k a	Ongoing .... Mon. to Wed. Each Payroll Week	Bring down HRPROD Application Server from **10am Monday until 8am Wednesday**.	The server will be unavailable during this period of the <u>Payroll week</u>.		N/A
03	PeopleSoft HR . . . . k a	Friday, 12/28/2001	Perform patches to the HR Production areas from **7am** until **9am**.	The server will be unavailable during this period.	**U**	12/28/2001
04	PeopleSoft FS . . . . k a	Ongoing .... Each Friday between 1st & 2nd PR Check Issue days	Update FSSBOX, FSQA, and FSTEST databases from FSPROD data throughout the day.	These databases will be unavailable during the updates on those days.		N/A
05	PeopleSoft FS . . . . k a	To Be Determined	Perform patches to the FS Production areas from **7am** until **9am**.	The server will be unavailable during this period.		N/A
44	HTE . . . . d j	On Hold	HTE presently updated to Version 6.0 in test environment. May have to be reloaded.	HTE will be unavailable during that period.		
59	McAfee Virus Scanner . . . . p p	**Rescheduled** Wednesday, 01/23/2002	Update McAfee 4.5.1 Virus Scanner (Win9x, NT, and 2K) for: **ISD**	Some workstations may automatically reboot. Total time: 2-4 min. at startup.		
60	McAfee Virus Scanner . . . . p p	**Rescheduled** Friday, 01/25/2002	Update McAfee 4.5.1 Virus Scanner (Win9x, NT, and 2K) for: **FAX**	Some workstations may automatically reboot. Total time: 2-4 min. at startup.		

NO.	ITEM	START DATE	ACTIVITY / STATUS	IMPACT	U	DATE ENDED
65	McAfee Virus Scanner . . . . p p	**Rescheduled** Wednesday, 01/30/2002	Update McAfee 4.5.1 Virus Scanner (Win9x, NT, and 2K) for: **Convention Center**	Some workstations may automatically reboot. Total time: 2-4 min. at startup.		
66	McAfee Virus Scanner . . . . p p	**Rescheduled** Thursday, 01/03/2002 thru Tuesday, 01/08/2002	Update McAfee 4.5.1 Virus Scanner (Win9x, NT, and 2K) for: **MSC** (by department)	Some workstations may automatically reboot. Total time: 2-4 min. at startup.		
67	McAfee Virus Scanner . . . . p p	**Rescheduled** Tuesday, 01/15/2002	Update McAfee 4.5.1 Virus Scanner (Win9x, NT, and 2K) for: **Parks**	Some workstations may automatically reboot. Total time: 2-4 min. at startup.		

C H A N G E   C O N T R O L   A G E N D A

NO.	ITEM	START DATE	ACTIVITY / STATUS	IMPACT	U	DATE ENDED
68	McAfee Virus Scanner . . . . p p	**Rescheduled** Tuesday, 01/08/2002 thru Friday, 01/25/2002	Update McAfee 4.5.1 Virus Scanner (Win9x, NT, and 2K) for: **City Hall** (by department)	Some workstations may automatically reboot. Total time: 2-4 min. at startup.		
69	McAfee Virus Scanner . . . . p p	**Rescheduled** Wednesday, 01/09/2002	Update McAfee 4.5.1 Virus Scanner (Win9x, NT, and 2K) for: **Fire**	Some workstations may automatically reboot. Total time: 2-4 min. at startup.		
73	McAfee Virus Scanner . . . . p p	**Rescheduled** Friday, 01/18/2002	Update McAfee 4.5.1 Virus Scanner (Win9x, NT, and 2K) for: **RDA**	Some workstations may automatically reboot. Total time: 2-4 min. at startup.		

75	S e r v e r Reorganizat ion . . . . p p	Weekend of **12/29/2001- 12/30/2001**	Apply Network Infrastructure and Server Reorganization changes.	From 9pm Saturday thru 1am Sunday, all City Hall Servers and Services will be down. These include: **C.H. GroupWise PeopleSoft Dial-Ins.** Citywide **Internet** access will also be impacted.	**U**	12/30/200 1